

FILED: *Meeting*
RETURN TO
RECORDS MANAGEMENT DIVISION *12/20/54*

OUTLINE OF ITEMS DISCUSSED WITH BRANCH CHIEFS IN MEETING
OF 12/6/54

1. Clark Committee Material
 - a. Accomplishments
 - b. Scheduled Meeting with Committee on 1/21/55
2. Development of Overseas Records Management Program
3. Fitness Report - do not complete questionnaires until
we receive further instructions
4. Commo. Cable Secretariat Report
5. Ability to get along with others
 - a. Group discussions
 - b. Impressions